

5-21-1991

# Meeting Minutes

WKU Council of Academic Deans

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MINUTES

Meeting  
Council of Academic Deans  
May 21, 1991

Dr. Robert V. Haynes called the meeting to order at 9:00 a.m. Members present included Drs. Charles E. Kupchella, Elmer Gray, Ronnie N. Sutton, J. Michael Brown, Michael Binder, Carl R. Martray, and John H. Petersen. Dr. David Lee represented Dr. Ward Hellstrom.

The minutes of the May 14, 1991, meeting were reviewed and approved.

Dr. Haynes reported on the Council on Higher Education meeting held on Monday, May 20, 1991. The major agenda items included affirmative action in faculty hiring, the status of doctoral study in Kentucky and the possibility of mandating outcomes assessment in Kentucky higher education. Dr. Haynes asked the deans to insure that all departments and programs have in place a plan for outcomes assessment to document effectiveness.

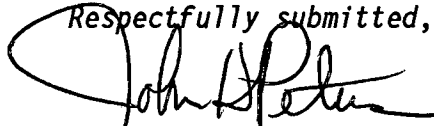
The new five-year program review cycle under CHE oversight has begun. Council staff will provide information on the first group of programs to be reviewed by mid-year of 1991. The deans were provided with a schedule of all program reviews over the next five years.

There was extended discussion of policies and procedures regarding faculty and department head recruitment. It was agreed that an annual orientation should be held for department heads and search committee members to go over search procedures and cost control measures. Among issues to be discussed would be advertising strategies, number of candidates to be interviewed, travel arrangements and affirmative action.

The deans also extensively discussed university vacation policy as it applies to 12 month administrators in Academic Affairs. There was consensus that such individuals should take unused vacation days before they leave their positions.

The meeting was adjourned at 12:00.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "John H. Petersen", written over the typed name.

John H. Petersen